

Public Works Building Committee
February 9, 2016 – 5:30 PM
Town Hall Conference Room
Regular Meeting
Minutes

Members in Attendance: Rob Cady, James Hallene, Jim Powers, John Powell, Michael Thompson, Brandon Handfield, Linda Desmarais

Others in Attendance: Jay Tuttle (Lebanon Public Works Foreman), Phil Chester (Lebanon Town Planner)

1. Meeting called to order at 5:33PM by Rob Cady
2. There were no members of the public present.
3. Rob Cady noted that date on the Jan. 12th, 2016 meeting minutes was incorrect. Motion made by James Hallene to correct date and accept minutes of Jan. 12, 2016 as otherwise written. Motion seconded by John Powell. Motion passed no objections
4. Rob Cady presented invoice from Anchor Engineering in the amount of \$10,711.01. Brandon noted that some items were charged on an hourly basis. Proposal was for lump sum amount, following discussion, committee would ask that Anchor Engineering to state “% completed” or “not to exceed” approved cost stated on future invoices. Motion to pay invoice in amount of \$10,711.01 to Anchor Engineering made by Brandon Handfield, seconded by John Powell. Motion pass with no objections
5. -Rob reported that he attended Jan. 19, 2016 Board of Finance meeting to ask for funding (\$40,000.00) to conduct Phase II environmental study and to cover remediation costs for the current Public Works site. Rob reported that the request was deigned. Rob will work with Phil Chester, Town Planner to apply for Brownfield monies to help cover costs. Grant may help with testing but remediation costs would not be eligible as the Town would be considered the cause of the contamination. Grants are competitive and there is no guarantee that any will be allocated to this project. Rob will present follow up information as well as new request for monies from the Board of Finance at their Feb. 16, 2016 meeting.
-Jay Tuttle asked that the committee reconsider the size and style of the salt shed planned for the current Public Works site. Phil Chester explained that the current site falls within the Village Center District, and that buildings would require review by the Architectural Design Review committee and their guidelines as well as the Board of Planning and Zoning. He agreed that the current proposed salt shed would probably not meet the guidelines of the Architectural Design committee. Committee discussed asking Anchor Engineering to rework the current site plan for the Public Works site to include a larger (75’ x 50’) permanent building with outdoor sand storage. Phil Chester also reminded committee to include the Fire Marshall in plan as there would need to be approval for driveway of 5000’ or longer. Brandon Handfield and Jay Tuttle agreed to meet with Anchor Engineering to convey Committee and Public Works change requests and assist with the development updated site plan and estimate of costs.
-Committee members discussed the limited time for PWBC to go before multiple Town committees/Boards and still be able to make presentation to the Town’s people at the annual Town Meeting in May. Committee agreed that they would continue to proceed with presentation for this year.
6. Jim Powers suggested that the Committee request funds from the Board of Selectmen and then the Board of Finance for operational expenses of the Committee for 2016-2017. Motion was made by Jim Powers and seconded by John Powell to request \$25,000.00 for operation expenses of the PWBC for 2016-2017. Motion passed unanimously. Rob agreed to check with the Board of Selectmen for funding.
Rob suggested need for Special Meeting to: 1. Discuss and act upon reworked proposal from Anchor Engineering, 2. Discuss and act upon Committee presentations to Town boards, commissions, and other meetings, individuals. Motion made by James Hallene to call Special Meeting on Tuesday Feb. 23, 2016 at 5:30 PM. Motion seconded by Jim Powers. Motion passed unanimously. Rob will check for available location and notify members.
7. Motion to adjourn made by Jim Powers, seconded by Brandon Handfield . Motion passed without objection . Meeting adjourned 7:12 PM.

Respectfully submitted,
Linda Desmarais